



2019 Report Year

ALL Political Party Committees are required to file:

Activity Beginning	Activity Ending	Report Due
January 1, 2019	March 31, 2019	April 15, 2019
April 1, 2019	June 30, 2019	July 15, 2019
July 1, 2019	September 30, 2019	October 15, 2019
October 1, 2019	December 31, 2019	January 15, 2020

E-Filing Requirement

- **\$10,000 Electronic Filing Requirement**
 - ☑ Committees that receive or expend more than \$10,000 in a calendar year are required to submit campaign finance reports electronically.
 - ☑ To e-file follow the instructions in the COMET Quick User Guide at this link <https://www.elections.virginia.gov/Files/CandidatesAndPACs/COMET/COMETQuickGuide.pdf>

Large Dollar Contribution Report

- Required to be filed if a committee receives a single contribution of \$10,000 or more
 - ☑ Must be reported to the Virginia Department of Elections in COMET (e-filing application) within three business days.
 - ☑ Committees must report every contribution even contributions from a single source that have been split into smaller amounts or given through different bank accounts. Committees/Contributors may not split contributions for the purpose of evading the \$10,000 threshold.
- Large Dollar Contributions also must be reported on the committee's next report.

Where to File Reports

- Political Action Committees file only with the Virginia Department of Elections.

When to File Reports

- All reports submitted by political party committees must be filed with the Virginia Department of Elections.
- Paper reports must include a \$25 processing fee and be mailed and postmarked by the deadline for filing the report.
- Electronic reports must be filed no later than 11:59PM on the deadline.